

# HOME SELLERS

## *Things you need to do in preparation for closing.*

- 1) Get your Title Policy or Abstract to your Broker along with the phone number of your mortgage company and any additional information you have on your mortgage (loan #, coupon/payment book, etc.).
- 2) Determine actual closing date (it may be different from the offer).
- 3) Determine exactly what personal property is to be left with the home and what is to be taken. Call your Broker if you have any questions. This is a very important issue!
- 4) Make arrangements to vacate your home. Your home needs to be vacant and clean with nothing remaining in the home. Your buyers can then do a final inspection with their Broker.
- 5) It can't be emphasized enough the importance of leaving your home in the best condition possible. Buyers that move in happy usually overlook any imperfections.
- 6) It is also a big help to the buyers to leave a personal note explaining:
  - a) What day & time garbage pick-up is (at the curb)?
  - b) What are the names and phone numbers of the neighbors.
  - c) Also leave all information on the furnace, water heater, appliances, etc.
  - d) Leave all extra keys (labeled) and remote controls.
- 7) Make arrangements with your Broker to close privately with your Broker prior to the closing with the buyers. You do not want to be at the closing with the buyers. Those closings are long, tedious, and mostly about the buyer's loan. Also, the closing table is not the place to discuss aspects of your sale!
- 8) Utilities and services:
  - a) In the City of Rice Lake Call 234-7004 for sewer, water and electric.  
You will be required to sign for these at 320 West Coleman Ave. in Rice Lake.
  - b) We Energies: 1-800-242-9137
  - c) Phone service: CenturyTel is 1-800-872-4016  
Chibardun is 434-4282
  - d) Garbage: Brenda at 234-1989
  - e) Cable TV: Charter Communications is 1-800-924-3503  
Chibardun is 734-4282
  - f) Rice Lake Post Office: Change of address form at 14 E. Eau Claire St.
  - g) If the home you are purchasing is not in the City of Rice Lake, be sure to contact your electric company, LP gas company or your oil company and call your Broker with those names and numbers so they can be passed on to your buyer.
- 9) A very nice touch in selling your home is to leave a nice note or card with flowers or a small gift. Remember, these buyers have just paid you thousands of dollars. Leave them with good feelings toward you.
- 10) Make arrangements to pick up your check and copies of all of your closing statements after your Broker closes with your buyers.

**If you have any other questions, please call your Broker at Alliance Realty LLC — 736-3600.**